

POLICY

Approved by: Rebecca R. Hunter, Commissioner	Policy Number: 12-052
Signature: <i>Rebecca R. Hunter</i>	Supersedes: New
Application: Human Resources Officers, Agency Training Officers	Effective Date: October 3, 2012
Authority: T.C.A. § 8-30-104, T.C.A. § 8-30-105	Rule: 1120-08

Subject:

Granting Continuing Education Units (CEUs)

The Department of Human Resources may grant Continuing Education Units (CEUs) for continuing education, learning and development which meet national standards. One (1) CEU credit shall be granted for each ten (10) hours of instruction.

Agencies shall apply to the Department of Human Resources Strategic Learning Solutions Division for approval of CEU credit for courses not offered by the Department. An agency requesting CEU credit for learning and development workshops and other classes must make an official request to be awarded CEU credit using the official application provided by the Department.

Questions regarding this policy may be directed to the Strategic Learning Solutions Division.